

Subject: RE: D/O will be expired on 02/28/2016
From: Brenda Aldape
Date: 02/26/2016 09:43 AM
To: Rick Scott
CC: Jim Omahen <jim@mediadistrict.org>, Lisa Schechter <lisa@mediadistrict.org>, Emelia Tso <emelia.tso@lacity.org>

Will do.

Brenda Aldape, CIC, CISR

Client Service Manager
505 N. Brand Blvd, Suite 600 Glendale, CA 91203
:P: 818.539.8602 | :F: 818.539.8702
:E: Brenda_Aldape@ajg.com | :W: www.chapmanins.com



Arthur J. Gallagher & Co. Insurance Brokers of California, Inc.
CA License #0726293

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From: Rick Scott [mailto:rick.scott@lacity.org]
Sent: Friday, February 26, 2016 9:42 AM
To: Brenda Aldape
Cc: Jim Omahen; Lisa Schechter; Emelia Tso
Subject: Re: D/O will be expired on 02/28/2016

The renewed policy information must be updated by the Broker on <http://track4la.lacity.org/>

On Fri, Feb 26, 2016 at 9:32 AM, Brenda Aldape <Brenda_Aldape@ajg.com> wrote:
Hi Emelia,

Their D&O Policy renewed effective 2/28/16 to 2/28/17. Do you need a Certificate of Insurance? Let me know.

Thank you!

Brenda Aldape, CIC, CISR

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505 N. Brand Blvd, Suite 600 Glendale, CA 91203
:P: [818.539.8602](tel:818.539.8602) | :F: [818.539.8702](tel:818.539.8702)
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From: Jim Omahen [mailto:jim@mediadistrict.org]
Sent: Friday, February 26, 2016 9:19 AM
To: Brenda Aldape
Cc: Lisa Schechter; Emelia Tso; Rick Scott
Subject: FW: D/O will be expired on 02/28/2016

Brenda, I'm forwarding to you a message/alert/warning from the City Clerks Office. Please respond to all ASAP and advise. Thanks.

Emelia and Rick, Brenda Aldape is with Arthur J. Gallagher & Co. (our Insurance Broker) and she is our client services rep.

--
Jim Omahen, Operations Manager
Hollywood Media District BID
1040 N. Las Palmas Ave.
Hollywood, CA 90038
Ph [323.860.0088](tel:323.860.0088)
Fax [323.860.0089](tel:323.860.0089)

MediaDistrict.org

From: Emelia Tso <emelia.tso@lacity.org>
Date: Friday, February 26, 2016 at 7:49 AM
To: Lisa Schechter <lisa@mediadistrict.org>, Jim Omahen <jim@mediadistrict.org>
Cc: Rick Scott <rick.scott@lacity.org>
Subject: re: D/O will be expired on 02/28/2016

Hi Lisa,

The above insurance is going to be expired. Please update the insurance immediately. Otherwise, your invoice payment might be delayed.

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Thanks.

Emelia Tso
Neighborhood and Business Improvement District Division
Office of City Clerk
[213-978-1110](tel:213-978-1110)

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Rick Scott
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